

PERFORMANCE MEASUREMENT COUNTIES

Advisory Meeting

February 14, 2001

CDSS Training Center

815 S Street; Sierra Room

Sacramento, California

SUMMARY

9:00 A.M.

1. Welcome-Joeana Carpenter welcomed all the PMC supervisors and guests.
2. Agenda Review-Joeana Carpenter reviewed the agenda and Daphne requested that an additional item be added in order to discuss the annual conference.
3. Summary Review-Joeana Carpenter received no changes for the previous summary for the January 2001 PMC meeting.
4. Q5I-Richard Trujillo, Joeana Carpenter, Hector Hernandez, Data Builders

Rollout Status-Richard shared a rollout schedule of the application. He discussed how his staff would support the rollout procedure in each county. Richard handed out a schedule.

Beta Testing update-Richard thanked all the counties for their continued effort in testing the application. SMU had received numerous comments on findings.

Conversion process: Q5 to Q5I-Richard recommended to the counties that only FY 2000 and FY 2001 cases on the county main CPU be converted to Q5i. Any cases for prior periods should be downloaded on diskettes and converted at a later time. This will save time when case conversion occurs. As for staff, Richard recommended that only what they are currently working on should remain on their computers and be converted.

SAFE-Data Builders provided a demonstration of the changes to SAFE and how it would work under Q5i. Questions and answers by PMC supervisors. Jay and Richard provided handouts.

5. Data Validation report-Hector reported that Peggy was unable to attend but will be attending meetings in the future to provide a status report on her latest findings on cases she changed. Hector indicated that in the future all data reconciliation cases would return to the counties.
6. Food Stamp Documentation and Narration Instructions-Richard Trujillo handed out the latest product for review and comments.
7. Regional Reports-Gerry Greer reported that the PMC supervisors would like a video of the entire training for their use with staff. Discussion on how feasible this would be and the quality of the product. It was decided that the timeframes did not allow for the planning of a training video. In the discussion it was then agreed to conduct training at two sites by SMU staff. One would be in Stanislaus County and the other in Riverside County. Richard will work out the details with the two counties involved and make his staff available. It was then noted that at either training site someone could bring a video camera and record the training.
8. CalWORKs Report and Questions-Warren Ghens distributed QC transmittal 01-01 on New Applicant Requirements. The transmittal incorporates information from a prior transmittal. Warren asked if all

the PMC supervisors had received the Inter County Transfer instructions. Some counties indicated they had not received the instructions and Warren stated he would re-issue them. Holly Hamilton asked a question on a disabled parent situation where the applicant returns to work for part of the review month. Warren indicated that there is an existing Q & A already out on this question and he will look for it and send to all supervisors.

9. Food Stamps Report and Questions-Michael Bowman-Jones indicated that he had given Donna Laird copies of the new FNS 310 Handbook. Mike noted that there was a new ACIN coming out with a requirement that ineligible non-citizens were going to be required to provide Social Security information that would be used for eligibility determination. Mike did not see a major impact from this change on FS QC reviews. He will report on this next month.
10. Food Stamp Federal Case requests and processing-Hector Hernandez provided a letter to the PMC supervisors highlighting the case processing procedures agreed upon by FNS. The procedures go into effect immediately and if any county has any questions they should contact Hector.
11. Power Outages and Data Collection responsibilities-Evalyn Epps shared how her unit had been given a low priority on getting back on line after a power blackout in her county. She wanted to ask that a letter be written, by Joeana, requesting that PMC QC units be given a high priority should blackouts continue. Hector noted that a better solution would be for counties to buy uninterrupted power supply (UPS) batteries that would kick in whenever a power failure took place. UPS could provide from as little as 5 minutes to over an hour of backup service. The UPS cost from \$50 and up depending on the time of backup.
12. PMC Supervisors Conference-Daphne reported that the conference had been scheduled for San Luis Obispo for the period May 31-June 1 2001. Daphne volunteered to head up the committee to plan for the agenda and conference. Questions came up on funding in order to go to the conference. Supervisors should contact Leana Pace (DSS) at (916) 654-3366.
13. Food Stamp Corrective Action Management Report-John Braun attended the meeting to provide his report. He indicated that the error rate for FFY 00 was not available but would be shared with the counties as soon as it was available.
14. Next Meeting- March 14, 2001